**POSITION TITLE: Orientation Leader (Spring 2022)**  
**Department: New Student Programs**  
**Reports to: Alie Hallam | Director of New Student Programs**

**The Orientation Leader position for the Office of New Student Programs at Rhode Island College is a Spring appointment.**  
**Under the supervision of the Orientation staff, this position will provide an array of experiences, including: planning and implementation of Spring orientation programs; group facilitation; peer education; and developing the knowledge necessary to become a resource for incoming students and their families.**

**Specific Duties:**

* Assist in the planning and implementation of Summer Orientation for new first-year students, as well as their families
* Act as a resource through sharing knowledge of RIC, and its programs and services
* Aid students in their transition to RIC through communication, support, and knowledge
* Facilitation of group activities, workshops, and meetings  
  Work with staff, faculty, and administration through training and Orientation sessions
* Serve as a support system and sounding board for fellow Orientation Leaders  
  Other duties as assigned

**Preferred Qualifications & Skills:**

* Ability to work well in groups
* Demonstrate knowledge of Rhode Island College, and its resources
* Communication skills; interpersonal, small groups & large group
* Sense of responsibility
* Ability to serve as a role model for undergraduate students
* Highly motivated, and enthusiastic
* Flexibility and adaptability
* Good sense of humor preferred

**Required Conditions:**

* Completed a minimum of 24 credit hours at RIC (or 1 semester if transfer)
* Be in good academic and judicial standing
* Must maintain a 2.7 cumulative GPA throughout their term of appointment.

**Compensation & Benefits:**

Stipend paid upon completion of Spring Orientation  
Room and meal plan during entirety of program (Subject to COVID-19 protocol at time of Orientation)

Appointment Date:  
May 2022\*  
\*A final schedule of training and sessions will be outlined in your offer letter after the selection process has closed